

WISCONSIN WORKS (W-2) CONTRACT AND IMPLEMENTATION (C&I) COMMITTEE

201 E Washington Ave., GEF 1, Room D203

Madison, WI

September 17, 2004

10:00 AM - 12:00 PM

MINUTES

Chair: Bill Clingan, DWS Division Administrator

W-2 Agency Representative Attendees:

Michelle Buckingham	OIC-GM	Mary Lontkowski	Marathon County DET
Marcia Christiansen	Forward Service Corp.	Liz Maloch	Lakeshore Consortium
Liz Green	Capitol Consortium	Marilyn Putz	Kaiser Group
Deb Hughes	Southwest Consortium	Shirley Ross	LaCrosse County
Ed Kamin	Kenosha County	Jerry Stepaniak	MAXIMUS
Tina Koehn	UMOS	Cindy Sutton	Rock County

Other W-2 Agency Attendees:

Linda Brandenburg	OIC-GM	Adelene Robinson	Kenosha County
Lety Keltz	UMOS	Sandra Salazar	UMOS
Shirley Kitchen	Capitol Consortium	Gweneth Schuyler	Forward Service Corp.
Kevin Loef	Kenosha County	John Wilberding	MAXIMUS
Lisa Omen	Forward Services Corp		

DWD Staff Attendees:

Brenda Bell-White, DWS/BW-2	Gerry Mayhew, DWS/BW-2	Linda Preysz, DWS/AO
Nancy Buckwalter, DWS/BW-2	Pat McDonnell, DWS/AO	Tom Smith, ASD/BB
Ron Hunt, DWS/AO	Kelly Millard, DWS/BDS	Mike Soref, DWS/BWI
Jill Jokela, ASD/BITS	Anna Oehler, DWS/BWI	Edie Sprehn, DWS/BW-2
Jane Kahl, DWS/BW-2	Janice Peters, DWS/BW-2	Mary Tremain, DWS/BDS
Joan Larson, DWS/BDS	Jacque Piraino, DWS/BDS	

GUESTS:

Sarah Diedrick, WI Counties Assn. Hal Menendez, LAW Kathryn Moore, OSER/DER

RECORDER: Edie Sprehn

Welcome

Bill Clingan opened the meeting by expressing his appreciation of the Wisconsin Works (W-2) Agencies' work on the W-2 Plan Modifications for additional funding. He explained that the Plan Modification will be a living document that will be monitored. Before the W-2 agency will receive this additional funding, the agency's Plan Modifications must be approved by the Division of Workforce Solutions (DWS). Bill reported that this additional funding is contingent on the release of funds by the Joint Finance Committee (JFC) and that a JFC meeting to address this request has not been scheduled yet. Bill pointed out that if requested by the W-2 agency, DWS is willing to have conversations with local leaders about the Plan Modifications and this funding.

Review of August Minutes

The discussion moved to the next topics without any suggested edits to the draft minutes.

W-2 Plan Modifications and Funding Update

Nancy Buckwalter provided the following information:

- The Plan Modification review process included DWS regional, policy, and contract staff.

- The majority of the submitted Plan Modifications will be approved by DWS with requests for additional information.
- Letters are being drafted and are scheduled to be e-mailed to the W-2 Agencies soon.
- The e-mailed letter will be followed up with a signed hard copy of the letter.
- The DWS regional staff will be the W-2 agency's point of contact and will provide technical assistance as the agency modifies its Plan.
- The W-2 agency will have ten working days to complete requested changes to its Plan.
- The DWS regional staff will monitor each agency's Plan and provide technical assistance as needed.

A W-2 agency representative recommended that DWS establish a peer to peer technical assistance plan for W-2 agency staff in one W-2 area to provide assistance to another W-2 agency in another W-2 area.

Case Transfer Pilot Update

Brenda Bell-White provided information on the Case Transfer Workgroup and will share the group's work plan.

C&I Workgroups Update

CMC Workgroup

Janice Peters reported the following as the purpose of the CMC Workgroup:

- Review current statutory and program policy requirements;
- Identify issues related to the CMC placement; and
- Make recommendations for proposed changes to the CMC placement.

Janice stated that the first Workgroup meeting was held on Wednesday, September 15th. At the meeting the following issues were identified:

- Paternity establishment;
- Usage by employed individuals;
- Employers identifying CMC as a "benefit"; and
- Unemployed individuals who don't continue with W-2 after twelve weeks.

Janice stated that the next steps are to identify data needs to better understand CMC caseload and develop recommendations. The next meeting will be held on September 27th and the focus will be on child support issues.

IT Workgroup

Pat McDonnell reported that this workgroup is coordinating with the Income Maintenance Advisory Committee (IMAC) IT Subcommittee. Pat said that the group is working on the following projects:

- Electronic Case File;
- CARES Worker Web;
- W-2 Eligibility Simplification;
- Child Care mainframe to the web; and
- Moving the employment programs to the web and developing a comprehensive assessment tool (ASSET 3.0).

Reports and Information Users Group

Anna Oehler stated that the Group was working on the following projects:

- PS45 Dashboard – point in time performance standards report not including adjustments;
- UI Wage Data Reports; and
- EOS Reports Review.

W-2T Workgroup

Edie Sprehn reported that this Workgroup was established, and the first meeting was held through an e-mail process. The workgroup is developing a charter and work plan.

Program Connections Workgroup

Edie Sprehn reported that this Workgroup met and is working on the following issues:

- CARES Worker Web Training;
- Coordination between IM and WHEAP;
- New employer verification system;
- Broad-based Eligibility;
- Child Care conversion to the Web; and
- Electronic Case File.

Department of Workforce Development Biennial Budget Request

JoAnna Richard reported on the following from the Department of Workforce Development (DWD) Biennial Budget Request:

- The Department did not submit a balanced Temporary Assistance to Needy Families (TANF) budget. This will be addressed by the Governor in his Biennial Budget.
- Items in the budget include Trial Jobs Enhancement, WETAP, funding for WAA, CMC placeholder including an increase of the CMC placement from three to six months with work activities required, and at-risk pregnancy.
- One state department administer the Child Care program, including the subsidy, quality, certification, and licensing. It is recommended that DWD administer a one-stop Child Care program for parents and providers.
- There will be a public hearing in October that will include Child Care issues.
- A pilot project is proposed to move a person off Unemployment quicker through greater re-employment services.

JoAnna stated that there are several areas in the Biennial Budget that need further defining. She invited the W-2 agencies to provide input into the At Risk Pregnancy Program and the Child Care Certification Program. JoAnna informed the C&I meeting participants that a fiscal copy of the Department's budget will be provided to the Wisconsin Counties Association on Friday, September 17th and then will be available on the Department's web-site.

Worker's Compensation Announcement

Ron Hunt announced a premium holiday for W-2 Agency Worker's Compensation premiums for 2004 and probably for 2005 for the W-2 agencies that obtain this coverage through DWS. Ron stated that there will be an actuarial study of this program prior to making 2005 decisions.

Best Practices: Cost Effective Staffing and Services

Tina Koehn and staff from UMOs presented cost savings strategies implemented by UMOs.

Suggestions for Agenda Topics for the Next Meeting

The following topics were suggested for future C&I meeting:

- Status of the DWS TANF Forum;
- Status of the Hmong Resettlement Project;
- Child Care changes in the Biennial Budget; and
- The best practices presentations by Kaiser Group and Rock County HSD on cost effective staffing and services. The presentations were delayed from the September 17 C&I meeting due to a break in the C&I meeting for an emergency evacuation from the building.

Next Meeting Date: **October 22, 2004, 10:00 a.m.- 12:00 noon**
 201 E. Washington Ave., Room D203, Madison, WI